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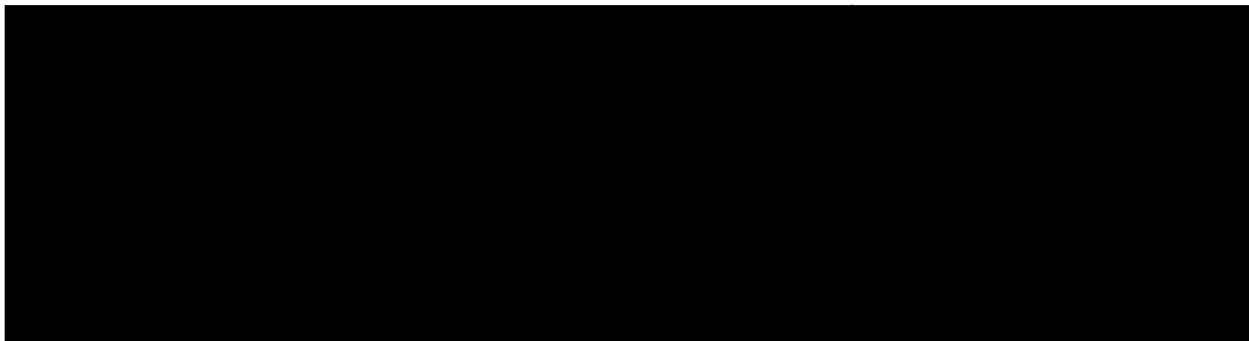
CLANDESTINE SERVICE SUPPORT OFFICERS' MEETING

DDS Conference Room

28 July 1971

1. Present were:

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2. No regular DDP Staff Meeting this week.

3. Items of interest from the DDS Staff Meeting:

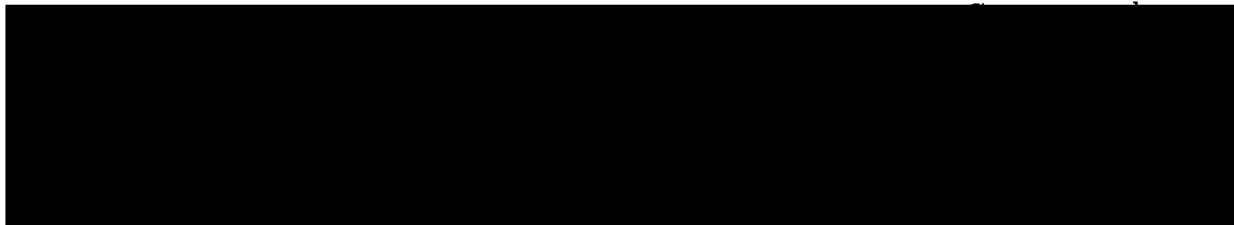
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a. [REDACTED] Mr. Wattles said that he had heard from

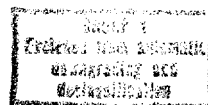
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[REDACTED] was released from the hospital on Friday, 23 July and is looking forward to visits from all who wish to come. He expects to return to duty after Labor Day.

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c. Budgetary Constraints and Personnel Ceilings

On 23 July 1971 the Director has advised each Deputy Director and the Heads of Independent Offices it is his belief that the President has no alternative but to look for a reduction in resource allocations to Defense and other National Security agencies in order to provide additional resources to domestic programs. In addition, the President and the Congress are concerned about the total cost of intelligence. It is quite likely that the intelligence community will have to find some way to conduct its business with fewer resources and this may well impact on the Central Intelligence Agency.

The Director believes the Administration and the Congress have been favorably impressed with our efforts to hold our costs down, not to ask for unwarranted increases, and to reduce the personnel strength of the Agency. It is primarily for this reason that he is cautiously optimistic that the Congress will appropriate something close to what we requested in FY'72. He has no intention of advocating a change in our level of requests nor to imply that our program should be static. It simply challenges our imagination and our ingenuity to carry out an efficient and effective program with something approximating our current level of resources.

With regard to personnel ceilings, he has stated emphatically that in the absence of an expansion of our responsibilities he has no intention of requesting of the President or the Congress that the size of this Agency be increased either in personnel or space to accommodate our personnel and supporting facilities and would like this policy to be clearly understood at all levels of this Agency.

The Director did not rule out changes in personnel strength allocations among the several Directorates and Independent Offices. The first place, however, to look for changes in personnel authorizations to accommodate a new or expanding program is within one's own component. Accordingly, in the future any request for increases in personnel will be accompanied by a statement as to what reductions within the requesting component you are prepared to make in order to accommodate the new or expanding program.

25X1A d. Employment of Members of Minority Groups Mr. Wattles said he, Harry Fisher, [REDACTED] and Colonel White had recently reviewed three papers on the subject of hiring members of minority groups for Agency professional categories. Colonel White is not satisfied that the Agency is exerting sufficient effort in this area. Mr. Fisher noted that considerable efforts had been made: recruiting visits to 19 all Black colleges, attendance at a variety of local meetings, etc., but without good results. The

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new OP effort will include minority recruiting earlier in the school year so as to have firm commitments by March or April, where possible the use of Agency Blacks to accompany recruiters, beefing up our EEO program, etc. An intensive effort will be made to achieve better results in this area.

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e. [REDACTED] Mr. Wattles announced that on 26 July, the Director approved the closing of [REDACTED] by 30 June 1972. The paper was signed by [REDACTED] and had the concurrence of both the DDP and the DDS. [REDACTED] will break the paper down for distribution to the appropriate effected components.

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f. Security Spot Checks Effective immediately, the Office of Security will perform spot checks of packages and briefcases being taken out of the buildings at close of business. There will be no formal written announcement of this action - components may handle the announcement as they wish. The checks will be performed by representatives of the Office of Security, not by the guard force.

g. Personnel Statistics Mr. Fisher reported on the results of a recent study on the average age of death of active duty Agency employees: age 46-47 during 1968, 1969, 1970 and 1971.

From 1968 to 1971 the Agency separated 850 more professionals than it EOD'd, but the on duty strength of professionals went down only 124. The most evident reason for this incongruity is the direct input to professional categories from the ranks.

Bureau of Labor statistics show the cost of living up .5 percent in May and .6 percent in June. If the index goes up at least .4 percent per month from October, there would be an appropriate increase in annuities effective 1 February 1972.

h. Medical Statistics Dr. Tietjen added to Mr. Fisher's remarks:

- (1) Agency death rate is about 2.4 per 1000 as compared to that of the general population (all ages) of about 9.3 per 1000.
- (2) We have a higher accident death rate than the general population.
- (3) Major causes of death for Agency employees:

No. 1 Cardiovascular disease

No. 2 Malignancy

No. 3 Accidents

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4. Other items of interest:

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a. Travel on American Airlines [REDACTED] requires that a Deputy Director give prior approval for the use of foreign airlines for transoceanic travel. Both the DDS and the DDP have delegated this authority to the SSA/DDS.

b. Regularly Scheduled Overtime (Correction of Item 4.c., 21 July 1971 Minutes) On 14 July 1971 Mr. Karamessines delegated to the Chief, OPSEER the authority to approve regularly scheduled overtime at Headquarters. (DDP retains the authority to designate officers who may authorize irregular or occasional overtime and the authority to concur in proposals for annual premium pay.)

c. Wall Bumpers for Motorized Carts In an attempt to reduce scrapes and skid marks on the walls, an experiment has been conducted by the Office of Logistics, using hard, white rubber wheels on the corners of motorized carts as wall bumpers. Fitted on a caster, the wheels spin along the walls when contact is made. The experiment proved very successful. An inventory is underway to determine the practicality of installing similar bumpers on other carts.

d. Transfer of Operational Supply Equipment We have distributed property records for some expendable property held in your components. Effective immediately, Building Services Branch of LSD (the Operational Supply Room) will no longer be the control point for items such as Class A carafes and pen sets, attache cases, suitcases, portable typewriters and radios. The responsibility for controlling these items will be that of the component Support staffs. Also, BSB will no longer receive requisitions for the issue of attache cases, suitcases, portable typewriters or radios. Requisitions for these items will be processed through regular supply channels to the Office of Logistics. Carafes and pen sets may still be ordered from BSB but BSB will maintain no records for the items after they are issued.

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e. Directed Assignment Policy-- [REDACTED] Since operations in and involving [REDACTED] have reached their present level, the Staff Operations Panel has recommended, and the Deputy Director for Support has approved, a policy of directing assignments involving [REDACTED] operations should that be necessary. The DDS/CMO and the Panel will continue to negotiate assignments of qualified and available officers and we shall announce from time to time jobs for which we would like volunteers.

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f. DCI Suite in East Building [REDACTED] discussed some of his problems in managing the Director's alternate suite in East Building. He pointed out that Divisions and Staffs desiring to use this space temporarily for briefings or meetings with Foreign Nationals must address a memorandum to the Administrative Officer, O/DCI. The AO/DCI's approval for use is based on the knowledge that the Director will have no need for the space during the time involved. CI Staff and Office of Security coordinations address themselves to the suitability of the proposed temporary occupants.

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g. DDS for DIA DIA's interest in receiving nominations from us for their DDS job generated no interest on the part of a few officers who were judged to have the necessary skills. We understand NSA had a similar experience when asked if any of its support officers were interested in the job.

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